

ENCLOSURE
IDEA-1498
COPY 1 OF 2

[Handwritten signature]

LN 1729

4 September 1963

25X1A

To: 

From: 

Enclosed are four copies of my trip report for our recent junket.

Would you please see that they are distributed to the interested parties such as Col. Leadford and John P.

Very truly yours,

25X1A



HRE:jdj

Encs.

4 September 1963

To: Col. Leadford

Fr: [REDACTED]

Subject: Trip Report for Detachment H Visit - Period 23 August thru 31 Aug. 1963

1. The trip to Detachment H was made in the company of Mr. [REDACTED]. Actual time at the base was 25 August through 29 August 1963. August 30th was spent at [REDACTED]

2. Purpose of the trip was to check equipment operation and maintenance as well as to consider possible reassignment of some personnel. This trip was the fourth for me, therefore, I was able to observe the operation and morale with some perspective.

3. Equipment operation and maintenance was judged excellent. Configuration B, serial no. 8, will soon be due for factory overhaul; we understand from Lt. Col. [REDACTED] that this is the next scheduled anyway. Mr. [REDACTED] suggested that additional technical literature be made available for the field technical personnel to extend and broaden their base of knowledge. Action on this will be taken immediately.

4. Although consideration had been given to moving [REDACTED] to Detachment G, it is now felt that due to the increased work load and staging operations at Detachment H, he can best serve at Detachment H. [REDACTED] who is well trained in the Detachment G operation will move up from Senior Rep. to Supervisor at Detachment G. We plan to move [REDACTED] from Detachment H to Detachment G in December.

5. Staging operations at Detachment H place the B Camera support group in a critical position. A minimum of four personnel is necessary to support a staging operation and our total compliment is four. Due to a shortage of rooms at the Hostel and the fact that staging is not continuous, it is not recommended at this time to increase the compliment. It is recommended, however, that Hycon document three factory engineers to act as back up for emergencies. In case of illness or disablement of a field representative Hycon could have a temporary replacement at Detachment H within 72 hours to support a staging. It is further recommended that vacations, where possible, be scheduled end-on-end and a temporary replacement be sent from the factory for the vacation period. These back-up personnel will also be able to support Detachment G in emergencies. Action to document additional personnel will be withheld pending Headquarters approval of this policy.

6. The operational effectivity and morale appear to be at an all time high. Two factors appear to contribute most heavily to this. First is the new commander whose objectivity and mature judgment inspire confidence among the personnel and secondly, the continued priority support of the equipment which is offered by Headquarters and the Depot.

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Hycon Mfg. Company

HRB:jgj